



Town Council Agenda Report

SUBJECT: Resolution

CONTACT PERSON/NUMBER:

Shirley Taylor-Prakelt, Housing and Community Development Coordinator, (954) 797-1199

TITLE OF AGENDA ITEM:

A Resolution of the Town of Davie, Florida, approving the Third Amendment to the Local Housing Assistance Plan (LHAP) for 1999-2001 under the State Housing Initiatives Partnership (SHIP) Program, and ratifying the Town's housing delivery goals and local SHIP budget strategies.

REPORT IN BRIEF:

In 1997, the Town of Davie became an "entitlement" recipient of State Housing Initiatives Partnership (SHIP) Program grant funds. On April 1, 1998, the Town Council unanimously adopted the Town's Affordable Housing Incentive Strategy; and, the Broward County Local Housing Assistance Plan (LHAP) was amended to include the Town of Davie. Although Davie falls under the County's LHAP, the Town determines how it's proportionate share of SHIP grant funds are allocated, and retains oversight of the Town's housing programs and initiatives.

At this time, an amendment to the FY 1999-2001 LHAP is needed order to incorporate the Town's FY 1999/2000 Budget Strategy, ratify amendments to the Town's housing delivery goals and budgets for FY 97, 98 and 99 to meet required expenditure requirements; and, incorporate changes to Broward County Housing Strategies e.g. to increase the maximum limits for the various programs.

PREVIOUS ACTIONS:

CONCURRENCES:

Approval of this Resolution is required of all municipalities participating in the County-wide SHIP Program. The Town Staff recommends adoption of the Resolution.

FISCAL IMPACT:

Under the terms of an Agreement with Broward County, Davie's SHIP Grant Funds are deposited in the County's Local Housing Trust Fund.

RECOMMENDATION(S):

Adopt the Resolution.

Attachment(s):

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA,
APPROVING THE THIRD AMENDMENT TO THE LOCAL
HOUSING ASSISTANCE PLAN (LHAP) FOR 1999-2001
UNDER THE STATE HOUSING INITIATIVES PARTNERSHIP
(SHIP) PROGRAM, AND RATIFYING THE TOWN'S
HOUSING DELIVERY GOALS AND LOCAL SHIP BUDGET
STRATEGY FOR 2000/01; AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, in 1997 the Town of Davie became an "entitlement" recipient under the State Housing Initiatives Partnership (SHIP) Program, which requires the adoption of a Local Housing Assistance Plan (LHAP); and

WHEREAS, for the purpose of implementing these SHIP Program Funds, the Broward County Local Housing Assistance Plan (LHAP) was amended to include the Town of Davie; and

WHEREAS, an amendment to the LHAP for FY 1999-2001 is needed in order to incorporate the FY 2000/01 Local Housing Strategies and budget, ratify amendments to the Town's housing delivery goals and budgets for FY 97, 98 and 99 to meet required expenditure requirements; and, incorporate changes to Broward County Housing Strategies e.g. to increase the maximum limits for the various programs.; and,

WHEREAS, the Town of Davie will receive \$519,713 in SHIP Grant Funds for FY 2000/01, and must adopt local Program Strategies and corresponding budgets for use of the funds; and,

WHEREAS, modifications to the prior year budgets and program strategies are needed in order for the SHIP funds to be encumbered and expended within the States required time-frames; and,

WHEREAS, the LHAP is a joint initiative of the municipalities in Broward County, and the State requires a Resolution of support from each municipality for all amendments to the LHAP; and

WHEREAS, a copy of the Third Amendment to the LHAP is attached as Exhibit #1 and is incorporated by reference into this Resolution; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1: The Third Amendment to the Local Housing Assistance Plan (LHAP) for 1999-2001, as attached in Exhibit #1, is hereby adopted.

SECTION 2. Establishment of Average and Maximum Costs. Pursuant to the SHIP Act, the Town hereby establishes the following "maximum awards" and "average costs" under the 1999-2001 LHAP:

<u>Program</u>	<u>Average</u>	<u>Maximum</u>
Purchase Assistance	\$ 8,000	\$10,000
New Const. - Single-Family	\$10,000	\$25,000
New Const. - Multi-Family	\$ 5,000	\$10,000 ¹
Home Repair	\$10,000	\$15,000
Barrier Free	\$10,000	\$20,000

SECTION 3. Prior Year Funds. A synopsis of the budget strategies for FY 97, 98, and 99 as revised on February 18, 2000, is attached in Exhibit #2, and is hereby ratified.

SECTION 4. Budget Strategies and Budget. The following FY 2000/01 budget is hereby adopted as follows:

Program

Home Repair Program (Rehab)	\$ 200,000 ²
Barrier-Free (Rehab)	\$ 18,112 ³
New Construction Multi-Family	\$ 25,000 ⁴
Purchase Assistance - Driftwood Pjt	\$ 100,000 ⁵
Purchase Assistance - Town-wide	\$ 24,000 ⁶
New Construction Single-Family	\$ 100,000 ⁷
County Admin & H/O Counseling	\$ 25,986
Town Administration	\$ 25,986
Total	\$ 519,713

SECTION 5: Findings as to Administrative Costs. The Town of Davie hereby finds that the costs of administering the Program shall exceed five percent (5%) of Program funds; and, pursuant to the Act, the Town hereby authorizes expenditures of no more than ten percent (10%) of Program funds for implementation of the Program.

SECTION 6: Effective Date. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2000.

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2000.

² 20 homes x \$10,000

³ 1 home - for a disabled person

⁴ Fee Waivers

⁵ 25 slots x \$4,000

⁶ 6 slots x \$4,000

Town of Davie

**Third Amendment
to the
Local Housing Assistance Plan**

Exhibit #1

**BROWARD COUNTY LOCAL HOUSING PARTNERSHIP
State Housing Initiatives Partnership (SHIP) Program
1999-2001 Joint Local Housing Assistance Plan**

for Broward County, the City of Coral Springs and Town of Davie

THIRD AMENDMENT

Prepared By:

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**Broward County Local Housing Partnership
State Housing Initiatives Partnership (SHIP) Program
1999-2001 Local Housing Assistance Plan
THIRD AMENDMENT**

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1999-2001 Joint Local Housing Assistance Plan

Broward County Local Housing Partnership

E. Plan Development Process

The Office of Housing Finance coordinated the development of the LHAP with input from local lending institutions, developers, non-profit agencies, and affordable housing advocates.

Two public hearings to discuss the Local Housing Assistance Plan were held on January 28, 1998 and February 25, 1998. Comments were received from the public regarding the activities to be considered in the 1999-2001 LHAP. Additionally, comments from concerned parties were received throughout the 1998 program year and also considered in the LHAP development process.

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1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

<u>Program Year</u>	<u>Encumbrance Deadline</u>	<u>Expenditure Deadline</u>
1998-1999	June 30, 2000	June 30, 2001
1999-2000	June 30, 2001	June 30, 2002
2000-2001	June 30, 2002	June 30, 2003

18. Plan Amendments: The LHAP will be amended if at any time it is determined that a strategy will not be used or a new strategy required. If at any time during the approved plan period the Partnership is unable to comply with any provision of this plan, the Florida Housing Finance Corporation will be notified.

19. Administrative Expenditures: Broward County and the City of Coral Springs and Town of Davie have determined that five percent of the local housing distribution is insufficient to pay the necessary costs of administering the program and has allocated no more than ten percent of the SHIP funds to be applied towards administrative expenses.

20. Local Housing Assistance Trust Fund: All funds received from the State pursuant to the SHIP act and any funds received or budgeted to provide funding for the program, shall be deposited into the Affordable Housing Assistance Trust Fund.

21. Recycled Funds: All funds generated from loan repayments, reimbursements, other repayments and interest earned on distributed funds will be expended in a manner provided by §420.907 et al., F.S. and F.A.C Rule 67-37.

22. Eligible Applicant or Property Owner: An eligible applicant means one or more natural persons or a family determined by the county or eligible municipality to be of very-low income, low income, or moderate income according to the income limits adjusted to family size published annually by the United States Department of Housing and Urban Development based upon the annual gross income of the household. For activities requiring proof of ownership to qualify, the following types of verification may be accepted:

- a). Warranty Deed
- b). Quit-Claim Deed
- c). Long Term Lease (99 years)
- d). Homestead Exemption
- e). Tax Records
- f). Life Estate

23. Eligible Housing Types: Eligible housing is any real and personal property, excluding mobile homes, located within the County or eligible municipality which is designated and intended for the primary purpose of providing decent, safe, and sanitary residential units which are designed to meet Chapter 553, F.S. including:

- a). Detached single-family housing
- b). Condominium unit
- c). Townhouse
- d). Villa
- e). Multi-Family Rental Units

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

- f). Manufactured building bearing an approved device or seal issued by the State of Florida Department of Community Affairs.

24. Competitive Bid Selection Process: Broward County through administration of the SHIP Program, will make funds available through a separate competitive bid process for certain strategies. Notice will be advertised in a newspaper of general circulation announcing the County's request for proposals, letters of interest or quotes (RFP/RFI/RFQ). Notice will state the application procedures and application deadline.

- a) **Application Requirements:** Applications must be received by the County on or before the application deadline as stated in the RFP/RFQ/RFI. Applications must provide a detailed description of the activity as requested in the application package. Applications which do not contain required items and which do not provide adequate justification for omitting these items, will not be reviewed and will result in the rejection of the application. Applications must be complete, accurate, legible and timely when submitted.
- b) **Application Review:** Applications will be evaluated by a SHIP Review Committee consisting of:
- The SHIP Administrator
 - One representative from the Office of Housing Finance
 - One representative from the Community Development Division
 - One representative from the Office of Project Management & Construction
 - One representative from either the Purchasing Division or the Office of Budget and Management Policy

The Review Community may use other staff to assist in reviewing applications and will submit applications recommended for funding to the appropriate directors within the County Administration. The Broward County Board of County Commissioners will have final approval of all applications recommended for funding.

- c) **Criterion:** Criterion for applications may address:
- Number of units to be assisted.
 - Extent to which the project assists very low-income and low-income households.
 - Applicant's ability to implement the proposed project.
 - Applicant's experience in implementing similar projects.
 - Project location.
 - Amount of SHIP funds requested.
 - Unit sales price/monthly rental.
 - Floor plans/design features.
 - Total project budget.
 - Responsiveness of submitted application.
 - Availability of prequalified buyers/eligible residents.
 - Leveraging of funds with other private and public resources.
 - Timeliness of project implementation
 - Feasibility of project.
 - Ability to timely proceed.
 - Past work performance.

1998-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

- Employed personnel from the Wages and Workforce Development Initiatives Programs 10 additional points (preference points).

D. HOMEOWNERSHIP ACTIVITIES**• Home Purchase Second Mortgage Program**

Program Description: Provides a below-market second mortgage combined with a first mortgage from a lender to eligible persons to purchase, construct or rehabilitate eligible owner-occupied housing, including detached housing, condominiums, townhouses or villas. Applicants will be encouraged to be processed for first mortgage financing through the Housing Finance Authority's Lenders' or Guaranteed Loan Programs. Funds can be used for down payments, closing costs, and rehabilitation expenses.

Qualification & Selection Guidelines:

1. Eligible applicants will be selected on a first come, first qualified, first served basis within the income groups.
2. Applicants must not own any other residential property.
3. Certificate of housing counseling completion required prior to loan closing.
4. A maximum of five percent of loan proceeds may be used to pay all costs associated with obtaining a loan, excluding down payment.
5. Maximum loan-to-value for combined first and second mortgages shall be 105 percent for very low-income and low-income applicants.

Repayment/Recapture Terms:

1. 30 year, fixed-rate maximum loan term with monthly payments required
2. Minimum loan amount \$5,000
3. Applicable interest rates:

Very Low-Income Applicants	1%
Low-Income Applicants	2%
Moderate-Income Applicants	3%
4. In the event the property is to be sold, the amortized (remaining) balance of the second mortgage will be due upon sale of property.

• Purchase Assistance Program

Program Description: Provides eligible persons a deferred payment loan to be applied towards closing costs, mortgage reduction, points, and/or downpayments for the purchase of eligible owner-occupied housing, including detached housing, condominiums, townhouses or villas.

Qualification & Selection Guidelines:

1. Applicants will be selected on a first come, first qualified, first served basis within the income groups.
2. Applicants must not own any other residential property.
3. Certificate of housing counseling completion required prior to loan closing.
4. A maximum of five percent of loan proceeds may be used to pay all costs associated with obtaining a loan, excluding down payment.
5. Maximum loan-to-value for combined first and second mortgages shall be 105 percent for very low-income and low-income applicants.

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

6. Applicants must make mortgage application with the Office of Housing Finance's Lenders' Program. Non-participating lenders must meet or exceed the Lenders' Program terms.
Repayment/Recapture Terms:

1. Five-Year deferred payment loan with a 20% yearly loan write-down.
2. Maximum deferred payment loan of \$10,000 to be applied towards closing costs and downpayments.
3. Pro-rated repayment due upon sale of property within the five year loan term.

• Development Assistance Program

Program Description: Provides direct financial assistance to eligible sponsors for acquisition and development of eligible owner-occupied housing and to eligible prospective homebuyers for purchase assistance funds to buy a home in conjunction with the above. The eligible developer is responsible for acquisition and development costs, subsequent reimbursement by the County at time of closing, and then passing through a direct benefit via the reduction in sales price of the eligible unit to the homebuyer. This is achieved through the builder/developer subtracting the reduction or waiver therein of any impact fees or any other administrative fees off the top of the sales price. The combined total unit cost allowance must not exceed \$35,000 (\$20,000 for the developer and \$15,000 for the prospective homebuyer). Eligible costs for the prospective homebuyer includes down payment and/or closing costs assistance.

Qualification & Selection Guidelines:

1. Eligible developer will be selected or awarded funds through a competitive bid process as specified in the General Program Requirements. Eligible prospective homebuyers will be selected on a first come, first qualified, first served basis after being determined as SHIP income certified.
2. Eligible developer must verify that the approved purchaser has been certified by OHF as very low-income, low-income, or moderate-income.
3. Eligible costs include:
 - a). Professional fees such as engineering, architectural, surveying and consulting costs and interest buydowns.
 - b). Infrastructure expenses typically paid by the developer including, streets, roadways, parking areas, sidewalks, pathways, walkways; storm-drainage systems; sanitary systems; water supply systems, water mains, connections, hydrants, meters; utilities and utility easements for telephone, cable, electric lines, and rights-of-way; street lighting. Infrastructure expenses must be on-site and must be directly related to the housing being assisted with SHIP funds.
 - c). Payment of administrative fees including, Preliminary and Final Plat Review, Engineering Service Charges, Recording Fees, Site Plan Review Fees, Minor Review Fees, Surface Water License, Permit to Construct in Right-of-Way, Sewer and Water Installation Fee, Sewer and Water Plan Review, Waste Water License, Building Permits, Road Construction Agreement Review, Traffic Study/Action Plan Review, Environmental Impact Review, Surface Water Permit, Land Use Amendment Review, Septic Tank Permit, Well Permit.
 - d). Payment of road, park, police, fire, and water and sewer impact fees.
 - e). Hard costs typically or customarily treated as construction costs by institutional lenders, or any other reasonable hard or soft costs associated or involved with the development and or construction process.
4. Eligible occupant must not own any other residential property.
5. Certificate of housing counseling completion required of eligible occupant prior to loan closing.

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6. All end loans must be processed through the Housing Finance Authority's Lender's Program, unless the applicant can obtain a commitment letter forty-five (45) days prior to the issuance of the certificate of occupancy.

7. Property must be owner-occupied.

Repayment/Recapture Terms:

1. Ten year deferred payment loan with a 10% yearly loan write-down.
2. Pro-rated repayment due upon sale of property within the ten year loan term.
3. The first and subsequent purchasers of the property during the affordability term (ten years) must be very low-income, low-income, or moderate-income and occupy the property as a principal residence.
4. SHIP assisted property may be sold during the affordability period (ten years) with full repayment of the SHIP assistance required at all times during the affordability period if the subsequent purchaser does not meet the income categories described above.

• Home Repair Program

Program Description: Provides a five year deferred payment loan for improving and maintaining owner-occupied housing to correct code violations, prevent further deterioration, stop the loss of energy and infiltration of outside elements.

Qualification & Selection Guidelines:

1. An eligible agent will be selected through the competitive bid process as specified in the General Program Requirements to perform repairs.
2. Eligible homeowners will be selected on a first come, first qualified, first served, basis within the income groups by Broward County.
3. Property must be owner-occupied.
4. Verification of ownership and payment of property taxes will be conducted to determine eligibility.
5. Eligible uses, in order of repair priority, include:
 - a). Emergency repairs: repairs of an urgent nature such as minor damage caused by fires, broken water pipes, electrical failures, gas leaks, heating and water heating system failures, sewer/sanitation back-ups, and other repairs which are a threat to life, health, and safety of the resident as a result of unintentional and uncontrollable causes and the residence has been declared as being in violation of applicable building or housing codes.
 - b). Roof repair and/or replacement: complete repair or replacement of deteriorated roofing systems to eliminate substandard or unsafe roofing conditions, and to prevent further roofing deterioration.
 - c). Home repairs and weatherization: window replacement, door replacement, weatherization, re-wiring, re-plumbing, kitchen and bathroom remodeling to replace deteriorated conditions, interior and exterior painting, exterior wall and stucco repair, a/c and heating systems, insulation, floor covering to replace materials containing holes, rips or tears, or in otherwise poor condition, repair cracked driveways, repair cracked or hazardous sidewalks, landscaping required to meet local codes, removal of dangerous or diseased trees, termite treatment and repair, and room additions to alleviate overcrowded living conditions.
 - d). Hurricane/Storm Shutters: The installation of hurricane shutters and storm shutters is an eligible item when included in the overall repair project to be performed by the Contractor and only if required by code or ordinance. Any code violations, health and safety issues, and/or hurricane shutters must not exceed \$3,000.00.
6. Certificate of housing counseling completion required prior to repairs.

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7. Applicants for repairs will not be eligible for any additional repairs for a period of five years from the completion of repairs.

Repayment/Recapture Terms:

1. Five-year deferred payment loan with a 20% yearly loan write-down.
2. Pro-rated repayment due upon sale of property within the five year loan term.

• New Construction

Program Description: Created to enhance and preserve existing neighborhoods by awarding funds to eligible sponsors to construct eligible in-fill housing within the designated target areas. New Construction will complement an overall Neighborhood Improvement Project currently being implemented by Broward County in several communities. New housing construction will accompany upgraded water supply systems; improved drainage, new road pavement, swales, sodding, landscaping, and neighborhood signage. Assistance will be customized to meet the specific needs of the proposed project using the award to fund any combination of approved strategies.

Qualification & selection on Guidelines:

1. Eligible homeowners will be selected on a first come, first qualified, first served basis within the income groups.
2. Program assistance is project specific and may not be used in conjunction with funding from other SHIP programs unless approved by the Office of Housing Finance.
3. Certificate of housing counseling completion required prior to resident occupancy.

Repayment/Recapture Terms:

1. Ten year deferred payment loan with a 10% yearly loan write-down.
2. Pro-rated repayment due upon sale of property within the ten year loan term.
3. The first and subsequent purchasers of the property during the affordability term (ten years) must be very-low income, low income or moderate income and occupy the property as a principal residence.
4. SHIP assisted property may be sold during the affordability period (ten years) with full repayment of the SHIP assistance required at all times during the affordability period if the subsequent purchaser does not meet the income categories described above.

• Foreclosure Prevention

Program Description: Designed to preserve the affordable housing stock of Broward County, the program provides single family home owners assistance in the form of a deferred payment loan to pay default mortgages where foreclosure proceedings have been initiated by a mortgage holder.

Qualification & Selection Guidelines:

1. Eligible applicants will be selected on a first come, first qualified, first served basis.
2. Eligible applicant must be the property owner of a single family dwelling.
3. Funds will be used to bring mortgages current, including maintenance payments in foreclosures, special assessments and various other condominium type fees, including legal fees, thereby avoiding foreclosure action.
4. As part of the application selection process, the Review Committee will review the funding request, factors contributing to the foreclosure action and client's ability to demonstrate they can make future monthly payments.
5. Certificate of counseling completion required of single family owners prior to disbursement of funds.

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6. A current credit report will be required. Applicant will cover cost of credit report in money order form.

Repayment/Recapture Terms:

1. The deferred payment loan is due upon the sale of the residence or transfer of title to the property for a period up to five (5) years from the date of assistance to the homebuyer. Restrictive covenant to be executed by the homeowner(s).
2. The deferred payment loan shall be forgiven after a period of five years from loan closing, if owner has remained occupant of single family unit for those 5 years.
3. SHIP assisted property may be sold during the affordability period with full repayment of the SHIP assistance required at all times during the affordability period.
4. Property assessed value plus SHIP assistance cannot exceed \$108,000.00

• **Water/Sewer Connections**

Program Description: Provides a deferred payment loan to eligible homeowners in the 15 neighborhoods identified in the Broward County Neighborhood Improvement Project to be applied towards the cost of connecting to a water supply and sewage discharge system being installed in those areas

Geographic Availability:

1. Central County: Unincorporated Broward County neighborhoods of Franklin Park, Melrose Park, Broward Estates, St. George, Washington Park, Riverland Village, Boulevard Gardens, Rock Island.
2. North County: Unincorporated Broward County neighborhoods of Pompano Highlands, Cresthaven/Collier Manor, Park Ridge, North Andrews Estates and Pompano Estates.
3. South County: Unincorporated Broward County neighborhoods of Carver Ranches/Utopia, Miami Gardens, and Lake Forest.

Qualification & Selection Guidelines:

1. Eligible applicants must reside within the specific geographic areas as stated above and will be selected on a first come, first qualified, first served basis.

Repayment/Recapture Terms:

1. Five-year deferred payment loan with a 20% yearly loan write-down.
2. Pro-rated repayment due upon sale of property within the five year loan term.

• **Special Needs Homeownership/Barrier-Free Housing**

Program Description: Provides eligible elderly and disabled persons a deferred payment loan for housing modifications and barrier removal to improve elderly and handicap disabled accessibility, and to provide for health and safety repairs ~~safety~~ as needed by older and disabled persons to maintain their independence. Health and safety repairs may include repairs unrelated to accessibility and barrier removal.

Qualification & Selection Guidelines:

1. An eligible Agent to be selected through a competitive bid process as specified in the General Program Requirements to perform necessary modifications.
2. Eligible persons will be selected on a first come, first qualified, first served basis within the income groups.
3. Resident must be elderly, medically or physically disabled.
4. Certificate of housing counseling optional.
5. Eligible uses for barrier removal and home modifications include: Modifications to widen doorways, install accessible doors and hardware, widen halls, kitchens, ~~and~~ bathrooms and bedrooms to accommodate temporary or permanent mobility aides (canes, walkers, wheelchairs and scooters); bathroom grab bars;

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entry ramps, railings, walkways and landings; non-slip floor surfaces throughout the home environment; may include carpeting; lockable screen doors for security and ventilation; pushable or lever hardware; delayed opening and closing mechanisms on egress and garage front and rear doors; interior doors; improve kitchen lighting; accessible appliances which include but are not limited to front or with touch-type controls; paddle-type lever faucets; installation of accessible cabinets, shelves, drawers, sinks, toilets, kitchen, bathroom, utility and swimming pool appliances and fixtures. Installation and provision of assisted technology products to increase accessibility in the home environment. Examples are but are not limited to: roll in style or permanent shower chair, environmental control system and hand held shower, lowering of cabinets and shelves; non-slip surfacing on accessible roll-in with or without curb shower; permanent or movable shower tub seat, reachable medicine cabinets; accessible touch-type light switches and thermostats; smoke alarms and fire detectors; and removal of other architectural barriers. Code violations, along with health and safety issues are not to exceed \$15,000.00 ~~60,000.00~~ and may not be related to accessibility issues.

6. Health and safety and security related repairs include but shall not be limited to the following: roof repair and/or replacement; complete repair or replacement of deteriorated roofing systems to eliminate substandard or unsafe roofing conditions; and to prevent further rotting window repair and/or replacement; weatherization; re-wiring; re-plumbing; termite treatment and repair; interior wall repairs and painting; a/c and heating systems; insulation; repair cracked driveways; repair cracked or hazardous sidewalks.

Repayment/Recapture Terms:

1. Five-year deferred payment loan with a 20% yearly loan write-down.
2. Pro-rated repayment due upon sale of property within the five year loan term.

E. RENTAL HOUSING ACTIVITIES**• Rental Acquisition & Rehabilitation Program**

Program Description: Provides financial assistance to owners of rental properties in the form of direct loans at 3% for fifteen years (15) or a fifteen year (15) deferred payment loan for the purpose of acquisition, rehabilitation or a combination of acquisition and rehabilitation. Rehabilitated units are to be occupied by eligible families upon completion of rehabilitation.

Qualification & Selection Guidelines:

1. Applicants will be selected on a first come, first qualified, first serve basis within the income groups.
2. Property purchased may be used to provide Homeless Transitional Housing.
3. All rental property owners of rental properties within the designated eligible areas may be eligible for assistance.
4. Property owner may be an individual corporation, but must also hold a minimum of 10% equity in the property and show adequate financial and management capabilities.
5. Funds may be used to make essential improvements and to replace major housing system in danger of failure.

Repayment/Recapture Terms:

1. Awards will be made on a deferred payment basis for units assisted in the City of Coral Springs only and is subject to full repayment if the property is sold within the 15 year affordability period or, if the unit(s) assisted fails to meet both the rent and income targeting requirements.
2. Loans made on a monthly payback basis will be applicable to all other rental properties except in the City of Coral Springs and will be secured by a mortgage lien against the property rehabilitated, and will be payable unless otherwise satisfied, upon sale of the property or upon the expiration date of the mortgage and promissory note.

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3. Those loans made on a monthly payback basis will be set up with payments to be made at such place designated by the County. Such loans will be secured by a mortgage against the property rehabilitated, and the mortgage will not be released until all principal and interest owed to the Partnership has been properly satisfied. The term of the loan shall be based on repayment ability and shall not exceed 15 years.

• Rental/New Construction

Program Description: Created to expand affordable housing opportunities for renters by constructing new multi-family rental units to be occupied by income-eligible families. Rental/New Construction will accompany upgraded water supply systems; improved drainage, new road pavement, swales, sodding, landscaping and neighborhood signage. Assistance will be in the form of a fifteen (15) year deferred-payment loan. Units are to be occupied by income-eligible families upon completion.

Qualification & selection on Guidelines:

1. Eligible tenants must fall within the income groups (very-low, low and moderate).
2. Eligible developers will be selected and awarded funds on a first-come, first-served basis.
3. Preference will be given in the selection process for sponsors that employ personnel from the Wages and Workforce Development Initiatives Program.

4. Eligible costs include:

- a) Professional fees such as engineering, architectural, surveying and consulting costs and interest buydowns.
- b) Infrastructure expenses typically paid by the developer including, streets, roadway, parking areas, sidewalks, pathways, walkways; storm-drainage systems; sanitary systems; water supply systems, water mains, connections, hydrants, meters; utilities and utility easements for telephone, cable, electric lines, and rights-of-way; street lighting. Infrastructure expenses must be on-site and must be directly related to the housing being assisted with SHIP funds.
- c) Payment of administrative fees including, Preliminary and Final Plat Review, Engineering Service Charges, Recording Fees, Site Plan Review Fees, Minor Review Fees, Surface Water License, Permit to Construct in Right-of-Way, Sewer and Water Installation Fee, Sewer and Water Plan Review, Waste Water License, Building Permits, Road Construction Agreement, Review, Traffic Study/Action Plan Review, Environmental Impact Review, Surface Water Permit, Land Use Amendment Review, Septic Tank Permit, Well Permit.
- d) Payment of road, park, police, fire, and water and sewer impact fees.
- e) Hard costs typically or customarily treated as construction costs by institutional lenders, or any other reasonable hard or soft costs associated or involved with the development and or construction process.

Repayment/Recapture Terms:

1. Awards may not be made as on a thirty (30) fifteen (15) year deferred-payment basis with a 6.66% (1/15th) yearly loan, with repayment due at the end of the thirty (30) year term, or as a fifteen (15) year deferred-payment basis with a 6.66% (1/15th) yearly loan write-down. Pro-rated repayment will be due upon sale of property within the fifteen (15) year loan term.
2. Pro-rated repayment due upon sale of property within the fifteen (15) year loan term.

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership****F. OTHER ACTIVITIES****• Housing Counseling Services**

Program Description: Provides counseling and education to all selected applicants using the Office of Housing Finance's Community Home Buyers Workshops, the Broward Affordable Housing Task Force's TIPS for Homeowners Workshops or any other post closing workshop sponsored by the Office of Housing Finance. Workshops cover topics such as housing rights and responsibilities, mortgage default counseling, rental delinquency, money management, rental and purchase procedures, home management, property care and maintenance, prepare potential homeowners for home ownership, and referral to other community resources.

All program applicants, except where noted in individual programs, are required to attend

• Single-Family and Multi-family Affordable Housing Resource Directory

An organization will be selected through a Request for Proposal process to compile a complete, accurate and comprehensive Single-Family and Multi-Family Affordable Housing Resource Directory to be used as a reference for affordable housing professionals and consumers of affordable housing programs. The directory must contain a minimum of the following information:

1. All public and private existing single-family homeownership programs within Broward County (purchase & rehab) designed for very low, low and moderate income buyers and homeowners. Contact person, address, telephone & fax numbers, program name, purpose, eligibility requirements and administering agency must be included.
2. All public and private existing rental housing units within Broward County acquired or rehabbed with government subsidies (CDBG, HOME, SHIP etc.) for very low, low and moderate income renters. Contact person, address, telephone & fax numbers, administering agency, rental project name, location & leasing requirements must be included.
3. Directory must also contain a program description and eligibility requirements for all affordable homeownership and rental programs funded by Broward County Community Development Division, Broward County Human Services Department, Broward County Office of Housing Finance, the entitlement cities, and other governmental or non-governmental entities. Contact person, address, telephone & fax numbers, program name, purpose, eligibility requirements and administering agency must be included.

1999-2001 Joint Local Housing Assistance Plan

Broward County Local Housing Partnership

Part III. Partnership Incentives**• Broward County**

1A. Definition of Affordable Housing: Broward County Resolution 93-668, the Committee's appointing Resolution, defines "affordable housing" as defined in the SHIP Act. This definition states: "A affordable means that monthly rents or monthly mortgage payments, including taxes and insurance, do not exceed 30 percent of an amount representing the percentage of the median annual gross income for the households as indicated in subsections (19), or subsection (20), or subsection (28)"

This strategy has been implemented in the Land Development Code, the Land Use Plan and the Housing Element of Volume 4 of the County's Comprehensive Plan. The structure is in place and it is functioning as intended.

2. Definition of Affordable Housing: Initiate Land Use Plan amendment: adopt definition(s) of "Affordable Housing" for the purposes of the Land Use Plan's objectives and policies relating to affordable housing. Amendment language, without reference to specific income amounts, should read as follows:

(See SHIP Act for definition; i.e. Very-low income person, low income person, and moderate income person)

This strategy has been implemented in the Land Development Code, the Land Use Plan and the Housing Element of Volume 4 of the County's Comprehensive Plan. The structure is in place and it is functioning as intended.

3A. Increased Density Levels: Amend the Broward County Land Use Plan to allow increased density levels for affordable housing development proposals through the creation of a new flexible density unit, under the County Land Use Plan, entitled "Affordable Housing Units", to be allocated and used within Broward municipalities for the purpose of providing density incentives for the construction of affordable housing projects.

Land Use Plan policies creating the "Affordable Housing Units" should consider the following criteria:

1. Creation of Affordable Housing Units. Policies creating Affordable Housing Units ("AFUs") should:
 - *Create a minimum number of AFUs for each municipality, and unincorporated Broward County areas;
 - *Allow use of AFUs anywhere within municipal boundaries, without regard to existing flex-zone boundaries, but subject to adopted location criteria;
 - *After creation of the minimum number of AFUs, allocate a number of AFUs to each municipality based on an estimation/allocation methodology (to be developed) which considers without limitation: (i) a municipality's affordable housing need; and (ii) a municipality's developable land which can accommodate the AFUs.
 - *The number of AFUs created pursuant to these new policies shall be deducted from the municipality's available flex or reserve units, in order to ensure that creation of the AFUs does not add to the total number of permitted units within the given municipality.
 - *AFUs should not be permitted to be transferred from one municipal jurisdiction to another.
2. Use of a Sliding Scale For Density Bonuses:

1998-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

Consideration should be given to the use of a sliding scale for the use of density bonuses, which scale would vary based on the applicability of land use related factors, including without limitation:

- *Whether the proposed affordable housing development is located within a designated "in fill" area or designated Community Redevelopment Area;
- *Whether the proposed affordable housing development can incorporate transit related elements to support the proposed development; and
- *The target population for the proposed affordable housing development (i.e. mix of "low", "very-low" and "moderate" housing units proposed), with a greater density bonus to be allowed for greater percentages of "low" and "very-low" units proposed.

The intent is to create a sliding scale of incentives, with greater density awarded to those projects, appropriately located, which serve the need of "low" and "very-low" income families, and which also serve to fulfill other land use-related policies of the Land Use Plan.

The sliding scale of bonus densities should begin from the existing permission to double density, to increases in density sufficient to permit multi-story, multi-family projects targeted to provide "low" and "very-low" income housing. Implementing regulations shall establish appropriate land-use compatibility criteria to guide application of bonus density.

3. Geographic Location: Consideration, and additional density bonuses, should also be given based on the geographic location of the proposed affordable housing development (e.g. whether the proposed development is located within a Community Redevelopment Area; whether the proposed development is located within or near employment centers).

4. Non-sale of Bonus Units: Units available for density bonus allocation to affordable housing projects shall not be "sold" to the applicant/developer by the applicable jurisdiction.

This strategy was adopted as part of the County's Land Use Plan and is functioning as intended.

5. Amend the following policies of the Broward County Land Use Plan: 01.07.01., 01.07.02.01, 01.07.03, and 01.07.04, to insert the word "shall" in place of "should".

These changes were made to make local government and County government do something that they normally might not do.

5A. Expedited Permitting: Establish, subject to legal review, a policy for permit review agencies to place affordable housing developments, for both new construction and rehabilitation projects, first in the "queue" of projects to be reviewed. Some of the key points in the process where this incentive would save time include: plat review, reviews associated with plat recording, site plan review, off-site improvement plan review, building plan reviews, water and sewer construction plan permits, surface water license, wastewater license, building permit plans and construction inspections.

At the County level, this incentive would dovetail with the provision of development review guidance outlined in Incentive #7.

This strategy is currently a phase in process. Code and Zoning, Building and Permitting and Development Management are currently implementing this strategy. The County will be working until June 30, 1998 to implement this strategy with all other departments.

1998-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

6. Expedited Permitting: Enhance existing County Land Development Code mechanism which withholds issuance of C.O.(s), rather than requiring a bond guaranteeing performance, to ensure compliance with off-site and on-site improvement requirements established during the permitting process. Requirements subject to this incentive should include: (i) roads; (ii) sidewalks; and (iii) on-site water/sewer requirements, at a minimum.

Cities should similarly review their local bonding requirements to determine whether a similar incentive can also be implemented at the municipal level.

In addition, if the completion of an off-site improvement is the only outstanding requirement for release of the C.O., bonding for the remainder of the off-site improvement shall be offered as an alternative to delaying the C.O. release.

Further, investigate establishing a low cost option for complying with the requirement to show "evidence of financial resources necessary to complete a mitigation project" for projects that have wetland mitigation obligations.

This strategy is currently a phase in process. Code and Zoning, Building and Permitting and Development Management are currently implementing this strategy. The County will be working until June 30, 1998 to implement this strategy with all other departments.

7A. Expedited Permitting: Use of public resources to provide free or low cost administrative advice regarding the most efficient way to complete the permitting, construction inspection, and project financing processes. These resources would also be used to provide advocacy for the affordable development during the permit process, especially in matters regarding compliance with the requirements of other governments. These resources would not provide professional engineering expertise.

This strategy is currently a phase in process. Code and Zoning, Building and Permitting and Development Management are currently implementing this strategy. The County will be working until June 30, 1998 to implement this strategy with all other departments.

18. Expedited Permitting: County Staff shall investigate a program to subsidize pre-plan review fees for affordable housing projects.

This strategy has been implemented through Building and Permitting and is functioning as intended.

8A. Reservation of Capacity: Establish, as permitted by law, a procedure for the reservation of infrastructure capacity for affordable housing development, in the areas of roads, parks, schools and utilities.

Within cities, investigation should include review of capacity reservation as to local park, local street, utility (as applicable), and other concurrency requirements pursuant to city comprehensive plans.

This strategy has been implemented in the Land Development Code and is functioning as intended.

10A. Zero Lot Line: Continue to allow zero-lot line configurations as provided for in applicable zoning codes and Planned Unit Development (PUD) ordinances.

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

This strategy has been implemented and is functioning as intended.

11. Street Requirements: Continue, without modification, those minimum street requirements contained in the Land Development and Zoning Codes of Broward County and the SHIP interlocal cities.

This strategy has been implemented and is functioning as intended.

12A. Fiscal Impact Statement: The local government shall require that all agencies, prior to adopting, amending or repealing any policies, procedures, ordinances, regulations or plan revisions, determine whether the impact of the proposed action will have a significant impact on the affordability of housing. In the event a significant impact on the cost of housing is found, require agencies to investigate impact reducing alternatives.

This strategy has been implemented within the County's Land Development Code. Currently this strategy is functioning as intended, however a monitoring policy will be implemented by June 30, 1998.

15. Actively pursue purchase of tax delinquent vacant properties by the County, using SHIP funds, to keep property out of the hands of individuals who hold for speculation, to minimize the problems associated with absentee landlords, to provide for reuse of the property, and to avert code problems caused by illegal dumping and vacancy.

This strategy is currently being implemented by the Office of Housing Finance. The strategy is functioning as intended.

16. Subject to legal review, allow builders/developers to defer Water Capital Recovery Charges and Wastewater Capital Recovery Charges until a certificate of occupancy is released for affordable housing units. To be eligible for fees deferral, development or projects must provide housing for families with a total family income of eighty percent (80%) or less of the median income for Broward County.

In addition, staff should investigate whether SHIP funds can be used to subsidize capital recovery charges.

Similarly, cities should review their capital recovery programs to determine whether this incentive can also be implemented locally.

Currently, the Community Development Division is implementing the subsidizing of capital recovery charges under the Water/Sewer Program Strategy and it is functioning as intended.

19A. Impact Fee Modification: Broward County shall modify the provisions of subsidizing road and park impact fees for affordable housing. Units that are developed for "very-low" income residents will be subsidized at 100%, impact fees for "low" income residents will receive 75% subsidies, and impact fees for "moderate" income residents will receive 50% subsidies. The County will request that the Broward County School Board modify their provisions for subsidizing education impact fees accordingly.

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

In addition, Broward County shall recommend utilizing its SHIP funds to supplement existing funding sources used to pay impact fees for affordable housing projects. It is the AHAC Committee's intent that this proposed recommendation not supplant, or substitute for existing sources of funding for impact fee subsidies.

Subject to annual review, selection criteria for funding under this incentive should be on a "first-come, first-serve" basis within budget amounts appropriated for each income class to be served.

This strategy has been implemented in the County's Land Development Code and is functioning as intended.

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership****• City of Coral Springs**

1A. Definition of Affordable Housing: By executing the Interlocal Agreement, the City has accepted the definition of affordable housing as contained in the SHIP Act. This definition states: Affordable means that monthly rents or monthly mortgage payments, including taxes and insurance, do not exceed 30 percent (30%) of an amount representing the percentage of the median annual gross income limits for the households as indicated in subsection (19), subsection (20) or subsection (28).

This strategy has been implemented as of October 1994 and is functioning as intended.

5B. The Expedited Processing of Permits for Affordable Housing: Establish a policy for permit review agencies to place affordable housing projects first in the "queue" of projects to be reviewed. This shall include all appropriate reviews and inspections by the City.

This strategy has been implemented as of October 1994 however the procedures were further defined as requested by the Florida Housing Finance Corporation and adopted by the City on October 20, 1998. The incentive is functioning as intended.

5B-1. The Expedited Processing of Permits for Affordable Housing: To continue the streamlined process for one-stop review. Review procedures for zero lot line developments combine: (i) plat exemption and (ii) development review. The combined review shall be completed jointly by the Community Development Department and the Engineering Department.

This strategy has been implemented as of October 1994 however the procedures were further defined as requested by the Florida Housing Finance Corporation and adopted by the City on October 20, 1998. The incentive is functioning as intended.

7B. The Expedited Processing of Permits for Affordable Housing: Provide technical assistance, not to include engineering services, in the preparation of site plan and plats in order to facilitate development of affordable housing.

This strategy has been implemented as of October 1994 however the procedures were further defined as requested by the Florida Housing Finance Corporation and adopted by the City on October 20, 1998. The incentive is functioning as intended.

10B. The allowance of zero lot line configuration: To continue the allowance of zero lot line configuration in the following zoning districts: RS-6, RC-6, RC-12, RC-15, RM-15 and RM-20.

This strategy has been implemented as of October 1994 and is functioning as intended.

12B. The establishment of a process by which local government considers before adoption of policies, procedures, ordinances, regulations, or plan provisions that have a significant impact on housing: The City has developed an administrative procedure whereby any change to policies, procedures, ordinances, regulations or plan revision which would have a significant impact on the cost of housing shall have a financial impact statement prepared, including financial impacts relating to potential housing costs, for consideration before City Commission approval. The developer/builder must provide a breakdown of the amount of additional costs associated with the increase. Cost increases will be verified by the City Finance

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

Management/ Administration and City Building Division. Upon review of the cost increase analysis, staff shall make recommendations for appropriate incentives to be presented to the City Commission for approval on a case-by-case basis.

This strategy has been implemented as of October 1994 however the procedures were further defined as requested by the Florida Housing Finance Corporation and adopted by the City on October 20, 1998. The incentive is functioning as intended.

17B. The preparation of a printed inventory of locally owned public lands suitable for affordable housing: To continue to participate in the Florida Department of Community Affairs annual update of publicly owned lands and buildings suitable for affordable housing. If public lands become available for affordable housing, the City staff examine the list and make recommendations thereon.

This strategy has been implemented as of October 1994 and is functioning as intended.

1998-2001 Joint Local Housing Assistance Plan

Broward County Local Housing Partnership

● *Town of Davie*

1. Definition of Affordable Housing: By executing the Interlocal Agreement, the Town has accepted the definition of affordable housing as contained in the SHIP Act. The definition states: Affordable means that monthly rents or monthly mortgage payments, including taxes and insurance, do not exceed 30% percent (30%) of an amount representing the percentage of the median annual gross income limit; for the households as indicated in subsection (19), subsection (20) or subsection (28).

This strategy was adopted on June 4, 1997 and reaffirmed upon adoption of the Town's Local Incentive Strategy on April 1, 1998 and modified on May 20, 1998. The Town's Incentive Plan was approved by the Florida Housing Finance Corporation on June 23, 1998. It is now functioning as intended.

2. Expedited Processing of Permits for Affordable Housing: The Town has initiated a "one-stop permitting process" whereby all permits are processed from the Development Services Department. The Town's policy is to process all permits within 10-17 working days. Should a problem or delay arise, the Chief Building Official would personally intervene to expedite processing.

The Town has initiated a "one-stop-permitting process" whereby all permits are processed within 10-17 days. The Town's Housing and Community Development Coordinator was designated as the liaison to hand-walk affordable housing developers through the permitting process, so that they are expedited to a greater degree than other projects in Davie. Should a problem or delay arise, the Chief Building Official personally intervenes to expedite processing.

3. Modification of Impact Fees: The modification of impact fee requirements, including the reduction or waiver of fees and alternative methods of fee payment. The Director of the Development Services Department was empowered to waive fees covered by Section 326 (d) of the Town Code (Park and Recreation Impact Fees), for affordable housing initiatives. Further, the Town waives building permit fees for private not-for-profit developers of affordable housing that serves individuals or families who earn up to 80% of the median income for the Broward county area, as follows: a) 100% waiver on the first \$200,000 of construction/rehab costs, and b) 50% waiver on the next \$200,000 - \$400,000 of construction/rehab costs. The Town also waives the Broward County Housing Authority's "Payment in Lieu of Property Taxes" (PILOT) for the two (2) public housing projects located in Davie.

This incentive was adopted on April 1, 1998 and modified on May 20, 1998. The Town's Incentive Plan was approved by the Florida Housing Finance Corporation on June 23, 1998. It is now functioning as intended.

4. Parking and Set-Back Requirements: Section 12-308 (b) (1) of the Davie Town Code which permits "administrative waivers or variances", will be amended to permit a waiver of up to twenty-five percent (25%) of that which is permitted by Code, for affordable housing initiatives only. The Land Development Code currently allows the Town Administrator and/or designee to approve "non-use special permit requests" through a written administrative decision, however, this process is currently limited to approving: set-back requirements for principal or accessory buildings or structures, the spacing requirement between principal and accessory buildings, and the height of a building or structure, if they are not increased by more than ten (10) percent of that which is permitted by the Code. Additionally the Code permits the administrative approval on the number of parking spaces required, if not reduced by more than twenty percent (20%).

1999-2001 Joint Local Housing Assistance Plan**Broward County Local Housing Partnership**

This incentive was adopted on April 1, 1998 and modified on May 20, 1998. The Town's Incentive Plan was approved by the Florida Housing Finance Corporation on June 23, 1998. It is now functioning as intended; and the Town Code will be modified accordingly in the future.

5. Review of Proposed Policies, Procedures, etc.: The establishment of a process by which the Town of Davie considers, before adoption, the impact that proposed policies, procedures, ordinances, regulations, or plan provisions will have upon the cost of housing. The Development Services Director will identify those proposed policies, procedures, plans, etc. that may impact the development of housing, and send them to the Housing and Community Development Coordinator for review and comment. The Coordinator will ensure that such proposed action is consistent with the Town's adopted Consolidated Plan for Federal Funds.

This incentive was adopted on April 1, 1998 and modified on May 20, 1998. The Town's Incentive Plan was approved by the Florida Housing Finance Corporation on June 23, 1998. It is now functioning as intended.

6. Inventory of Publicly Owned Land: The preparation of a printed inventory of publicly owned lands suitable for affordable housing. The Town's Planning and Zoning Division in the Development Services Department, currently maintains a list of all publicly-owned land in Davie. This list will be reviewed on a routine basis by the Housing and Community Development Coordinator, and will be updated accordingly.

This incentive was adopted on April 1, 1998 and modified on May 20, 1998. The Town's Incentive Plan was approved by the Florida Housing Finance Corporation on June 23, 1998. It is now functioning as intended.

Town of Davie

**Third Amendment
to the
Local Housing Assistance Plan**

Exhibit #2

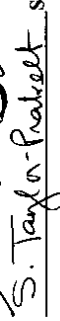
Town of Davie
FY 97/98/99 SHIP Program Budgets

Revised February 18, 2000

Program	FY 97/98	Units	FY 98/99	Units	FY 99/00	Units
Home Repair Program (Rehab)	\$212,281	10V/5L/2M	\$224,775 ¹	9VL/11L/2M	\$230,586 ²	8VL/8L/7M
Purchase Assistance-CRA	\$50,000	5L	\$50,000 ³	5L ⁴	\$24,000 ⁵	4L
Purchase Assistance-Town-wide	\$0		\$57,976 ⁶	1M ⁷ /4VL	\$56,000 ⁸	3VL/2L/2M
Special Needs/Barrier-Free	\$20,000	1M	\$0		\$0	
Dev-New Const. (Pre-Dev)	\$36,000 ⁹	2M	\$19,750 ¹⁰		\$0	
New Construction Multi-Family	\$0		\$100,000 ¹¹	With Above	\$0	
NC Single-Family (CRA-Dev Ass't)	\$0		\$21,300 ¹²	5L	\$75,460 ¹³	4L
County Admin & H/O Counseling	\$20,470		\$29,800		\$20,315	
Town Administration	\$0		\$22,844		\$22,579	
Entitlement	\$345,574		\$526,445 ¹⁴		\$428,940	

Concurrence by:

 Glenn Irwin, CRA Administrator

 Shirley Taylor-Prakelt, H & CD Coordinator

¹ 22 homes x \$10,000

² 23 homes x \$10,000

³ \$50,000 for acquisition of 5 lots (\$10,000 each)

⁴ 2 Closed - Darnel Watson & Ameda Walker (both Low)

⁵ 4 slots of \$6,000 each - CRA only

⁶ 7 slots of \$8,000 each - Town-wide

⁷ Edward Klimley (Moderate Income) has closed

⁸ 7 slots of \$8,000 each - Town-wide

⁹ Payments Pending: 1) Police/Fire Fees for 2 Habitat Homes @ \$449.02; 2) Delinquent Taxes Tax Deed No. 20728 (Driftwood) @ \$1,361.62; 3) Pay/offset Permit fees @ 19,750 for Stirling Road Apts. Balance of \$5,936.38 to be transferred to Purchase Assistance.

¹⁰ Pay/Offset Permit Fees for Summerlake Apartments

¹¹ To match the County's allocation of \$350,000 for Summerlake Apartments (108 units)

¹² \$20,000 for Pre-Development (5 lots x \$4,000) + \$1,300 for Water & Sewer Fees

¹³ Acquisition: \$12,500 x 4 lots (\$50,000 total) + \$4,000 for closing, \$1,000 title insurance, 3,000 survey & \$750 appraisal
Pre-Development: \$1,750 per home x 4 homes (\$500 sidewalk, \$750 driveway, \$500 lot prep-grading/fill)

¹⁴ Development: \$2,115 each per home for Water & Sewer + \$1,000 for Soil Borings (\$250 each) + \$2,000 Lot Clearance (\$500 each)
Original allocation of \$371,750 + \$154,000 in unanticipated surplus Documentary Surtax funds received June 1999